COVID-19 Contingency Planning
Off-Campus Programs | Office of International Education

The following presents considerations for contingency planning and guidance on possible scenarios related to COVID-19 disruption of Jan Term & Spring 2022 off-campus programs.

I. Airline & Pre-Departure Requirements

OCP staff will provide each program leader with a summary of airline and pre-departure requirements specific to their intended host-country/countries. It is important that faculty leaders do their best to remain apprised of such developments, as these regulations may change even after formal OCP notice.

Scenario A.) Student Tests Positive Pre-departure
Many international locations require U.S. residents (including vaccinated individuals) to provide proof of a negative COVID test taken within 72 hours of departure.

- **Jan Term programs:** In the event that a student tests positive and is thus subject to a 10-to-14-day quarantine period, the program will commence without the student and OCP will work directly with the student and family on cancellation and refund procedures.

  **Note:** Whitworth does not guarantee a refund of the program fee.

  **Note:** Students may submit a claim to EIIA Insurance for possible coverage of expenses related to a late program departure or cancellation as a result of positive COVID status.

- **Spring Semester programs:** OCP will assist with flight rebooking and logistics so that the student may join the program post-quarantine.

  **Note:** The faculty leader(s) must make academic arrangements to support the student’s academic continuity.

Scenario B.) Faculty Leader Tests Positive Pre-departure

- **Jan Term programs:** In most cases, this will result in the cancellation of the program. OCP will work directly with students, airlines, and vendors on cancellation and refund procedures. For programs with two faculty leaders, OCP will work with the other leader to determine the viability and logistics of their sole leadership of the program.

  **Note:** Whitworth does not guarantee a refund of the program fee.

- **Spring Semester programs:** OCP will work with the other program leader(s) to determine overall viability, necessary changes, and next steps should the program commence without the impacted faculty leader. OCP will assist with the impacted leader’s eventual rejoining to the program.
II. Arrival & Entry Requirements

Similarly, OCP staff will provide each program leader with a summary of their host-country/countries’ arrival/entry requirements. Again, these are subject to change.

A sample of current arrival/entry requirements including the following:

- Health Declaration Form
- Online completion of a Passenger Data Form*
- Proof of negative COVID test taken within 72 hours of arrival
- Proof of full COVID vaccination at least 14 days prior to arrival
- Completion of a negative COVID test upon arrival
- Completion of a pre-scheduled COVID test within 2 days post-arrival*

Scenario A.) Student Fails a Required Step upon Arrival

Whether the failed step be the absence of a required passenger form, a positive COVID test taken upon arrival (or a presumed false-positive), the following guidance applies:

- Quarantine: The likely result of the failed step will be a mandatory quarantine period until the student can show proof of a negative test. This period could be 10-14 days. OCP and local authorities will assist the student with quarantine lodging procedures.
  
  Note: Our EIIA insurance now provides up to $5,000 per insured traveler on international programs for quarantine lodging and food due to exposure to or a confirmed case of COVID-19. These expenses, however, are an up-front cost to the individual and will be reimbursed later through the EIIA claim process. It may be wise for students/families to have access to a credit card in such circumstances.

- Program Continuation: The faculty leader is to begin/continue the program. This guidance applies even if the program plans to travel to a new city or country before the student’s quarantine period has completed. Programs with multiple leaders may decide to have one leader stay behind with the student. OCP will assist the student with travel logistics to rejoin the group. Alternatively, OCP will assist with rebooking the return flight for the student to come home, if that is the desired resolution.

  Note: Whitworth does not guarantee a refund of the program fee.

Scenario B.) Faculty Leader Fails a Required Step upon Arrival

- Jan Term programs: Because the likely result of the failed step will be a mandatory quarantine period (up to 14 days), this scenario could result in the termination of the program. However, for programs with more than one faculty leader, the program can easily resume. OCP will work with the impacted faculty leader on alternative solutions to continue the program (this may include an OCP staff member flying out to meet the group onsite). OCP and local authorities will assist the faculty leader with quarantine lodging procedures.
- **Spring Semester programs**: OCP and local authorities will assist the faculty leader with quarantine lodging procedures (the same EIIA quarantine coverage detailed above applies). OCP staff will work closely with other faculty leaders on the program and students to assess program impact and options for continuation.

### III. COVID Disruptions Mid-Program

#### Scenario A.) Student or Faculty Leader has Close Contact with COVID-19 +Individual

- **CDC guidance**: People who are fully vaccinated **do NOT need to quarantine after contact with someone who has COVID-19 unless they have symptoms**. However, fully vaccinated people should get tested 3-5 days after their exposure, even if they don’t have symptoms and wear a mask indoors in public for 14 days following exposure or until their test result is negative.

#### Scenario B.) Student or Faculty Leader Develops COVID-19 Symptoms Mid-Program

- **Primary list of COVID-19 symptoms**:
  - Fever
  - Shortness of breath
  - Cough
  - Fatigue or body aches
  - Nausea or vomiting
  

- Individuals are not required to immediately quarantine after presenting one or more of the above symptoms. Many of these symptoms are common with international travel. However, due caution is wise, and we recommend the student/faculty leader quarantines if possible until a COVID test result is determined. Continue to monitor symptoms. Most countries permit self-quarantine in a hotel/housing of ones’ choice.

#### Scenario C.) Student Tests Positive for COVID-19 Mid-Program

- **CDC guidance**: For vaccinated individuals, CDC recommends a period of **5 days isolation** if you have tested positive. Isolate, monitor symptoms, and rejoin group activities after 10 days and 24hrs with no fever and general reduction of symptoms.

- **OCP protocol**:
  1) OCP and faculty leader(s) will assist the student with quarantine procedures.
  2) Program delivery must pause until all group members are tested anytime a student has a confirmed positive test result.
  3) OCP will assist with student’s return to program (if applicable) or return to U.S.
- **Program Continuation:** Program may resume after entire group has been tested. This applies even if the program plans to travel to a new city or country before the student’s isolation period has completed. Programs with multiple leaders may decide to have one leader stay behind with the student. OCP will assist with the student’s return to the program or rebooking of return flight to U.S.

  **Note:** Whitworth does not guarantee a refund of unused program fee.

  **Note:** Our EIIA insurance now provides **up to $5,000 per insured traveler on international programs for quarantine lodging and food due to exposure to or confirmed case of COVID-19.** These expenses, however, are an up-front cost to the individual and will be reimbursed later through the EIIA claim process. It may be wise for students/families to have access to a credit card in case they face these unexpected, up-front expenses.

**Scenario D.) Faculty Leader Tests Positive for COVID-19 Mid-Program**

- **CDC guidance:** Follow guidance outlined above in *Scenario C.*

- **Jan Term Programs:** For Jan Term programs with a single faculty leader, this scenario would most likely result in the termination of the program. OCP will work with the impacted faculty leader on any solution to continue the program (this could include an OCP staff member flying out to meet the group onsite). OCP and local authorities will assist the faculty leader with quarantine lodging procedures. For programs with more than one faculty leader, the program could easily resume.

- **Spring Semester programs:** OCP and local authorities will assist the faculty leader with quarantine lodging procedures. OCP staff will work closely with other faculty leaders on the program and students to assess program impact and options for continuation.

**IV. COVID Disruptions at End of Program (Return to U.S.)**

**CDC mandate requires all travelers returning to the U.S. to get a viral COVID-19 test 1 day before your return flight and provide evidence of a negative result to the airline.**

- **What is considered “1 day” before my return flight?**
  The mandate uses a 1-day timeframe instead of 24 hours to provide more flexibility to the traveler. By using a 1-day window, test validity does not depend on the time of the flight or the time of day that the test was administered.
  Ex: If a passenger’s flight is at 1pm on a Friday, the passenger could board with a negative test that was taken *anytime* on Thursday.

- **Who is checking the negative test result?**
  Airline officials will confirm the negative test result for all passengers before boarding.
What types of COVID tests are accepted?
Travelers must be tested with a viral test that could be either an antigen test or a nucleic acid amplification test (NAAT). The test used must be authorized for use by the relevant national authority for the detection of SARS-CoV-2 in the country where the test is administered.

Are rapid tests accepted?
Rapid tests are accepted as long as they are a viral test acceptable under the mandate.

Are self-test (home kits) accepted?
For all intents and purposes, no. The requirements for a self-test to be admissible under the mandate are extremely stringent. The over-the-counter BINAXnow self-test kits do not qualify.

What information must be on the test result?
A test result must be written documentation (paper or electronic copy) and include:
1) Type of test (indicating it is a NAAT test or antigen test)
2) Entity issuing the result (e.g. laboratory, healthcare entity, or telehealth service)
3) Specimen collection date (negative test result must show the specimen was collected within the 3 days before flight to U.S.)
4) Identity information (full name plus at least one other identifier such as DOB or passport#)
5) Test Result

Scenario A.) Student Fails Re-Entry COVID Test

- **CDC guidance:** CDC recommends a period of 5 days isolation for vaccinated individuals that have tested positive. Isolate, monitor symptoms, and resume travel plans after being tested again and receiving a negative result.

- **OCP protocol:**
  1) OCP and faculty leader(s) will assist the impacted student with quarantine procedures.
  2) Students and faculty leader(s) cleared for travel should return to the U.S. as planned.
  3) OCP will assist the impacted student with a new viral test and return flight to the U.S.

Note: Our EIIA insurance now provides up to $5,000 per insured traveler on international programs for quarantine lodging and food due to exposure to or confirmed case of COVID-19. These expenses, however, are an up-front cost to the individual and will be reimbursed later through the EIIA claim process. It may be wise for students/families to have access to a credit card in case they face these unexpected, up-front expenses.
Scenario B.) Faculty Leader Fails Re-Entry COVID Test

- **CDC guidance:** Follow guidance outlined above in Scenario A.

- **OCP protocol:**
  1) OCP will assist the impacted faculty leader with quarantine procedures.
  2) Students (& other faculty leaders) cleared for travel should return to the U.S. as planned.
  3) OCP will assist the impacted faculty leader with a new viral test and return flight to the U.S.

**Note:** Our EIIA insurance now provides **up to $5,000 per insured traveler on international programs for quarantine lodging and food** due to of exposure to or confirmed case of COVID-19. These expenses, however, are an up-front cost to the individual and will be reimbursed later through the EIIA claim process. Faculty may not put these expenses on their Whitworth purchasing card.

V. Important Considerations for Faculty Leaders

1. Faculty leaders should research ahead of time where their group can complete COVID testing at the end of their program in preparation for their return flight to the U.S.

2. Faculty leaders of multi-country EU programs must consider the possibility of additional logistics and financial expense if COVID testing becomes a requirement to travel within the EU. Currently, intra-EU travel for vaccinated individuals **does not** require COVID testing.* (*except for entry to Italy)

3. OCP will prepare additional documentation for students to sign acknowledging the financial responsibilities assumed in the event of required quarantine, COVID testing, flight change, etc. This documentation will be given to faculty leaders for distribution at pre-departure meetings.

4. Faculty leaders whose programs utilize homestays must research possible quarantine housing (local hotel) in the event such action is necessary.

5. Programs with multiple faculty leaders should discuss what options and constraints exist in the event that one faculty leader experiences a COVID-related disruption. Relay this to OCP.
VI. Travel Resources

- **European Union Interactive Map of Travel Requirements:** [https://reopen.europa.eu/en](https://reopen.europa.eu/en)
  - Click on the “Travel Plan” tab;
  - Enter EU point of departure & destination (for intra-EU travel) or “Rest of the World”
  - Click “Go!”

- **Delta Airlines Interactive Map of Travel Requirements:**
  This tool is beneficial even if you are not traveling on a Delta Airlines flight!
  - Enter your origin airport (GEG or other); Enter your destination airport
  - A “Key Requirements” box should pop up outlining requirements for vaccinated travelers for this itinerary

- **U.S. Department of State COVID-19 Country Specific Information:**

- **CDC Guidance:**

VII. Contacts

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